



EMPLOYMENT OPPORTUNITY

Senior Financial Analyst

Under the supervision of the Chief Financial Officer, the Senior Financial Analyst is responsible for providing financial reviews and objective analyses, support, and advice to Senior Managers at the Kivalliq Inuit Association, while Maintaining financial oversight of the Organization's third-party funding agreements.

The position is accountable for monitoring, analyzing, and producing independent analytical findings which will be measured against budget to ensure compliance and will also provide supporting information and analysis identifying operational issues. The Senior Financial Analyst takes an active role working with external audit staff during the annual financial audit and takes a functional role during fiscal year end with respect to planning, forecasting, and coordinating the budget and general financial administration in conjunction with the Controller and Chief Financial Officer.

Key duties and responsibilities

This Senior Financial Analyst provides financial analysis support to the Organization, various contracts, and individual corporate clients. The position recommends changes to reconciliation procedures, monitors internal control systems and procedures to ensure integrity of transactions and requires a comprehensive knowledge of the organization's budget process for operations, maintenance, and capital. Through transaction processing oversight, and preparation of reporting, analysis, and reconciliations this position will monitor actual spending versus budget throughout the year and coordinate with appropriate Senior Management (Department Directors, Chief Operating Officer, Chief Financial Officer) to address any issues identified. The position will also be required to assist by preparing various cost analysis which will be used in the preparation of annual departmental budgets. This will include identification and development of various funding and financing options.

Knowledge, skills, and abilities

The Senior Financial Analyst will have knowledge of policy, strategy and financial management processes, legislations, and regulations with the ability to interpret each aspect. Strong analytical and interpretation skills are required, understanding of strategic financial planning and budgeting, excellent time management and organizational skills, ability to collect and analyze relevant data to make decisions, strong knowledge of financial functions including financial and management accounting, fixed asset accounting, contract management, internal audit procedures and financial information systems.

Post-Secondary Degree from a recognized University in Financial Management, Accounting or related field with completion of a Canadian-recognized professional designation (CA), (CPA), (CGA), or (CMA). Minimum of three (3) years of financial planning, budgeting, accounting and finance with proven supervisory experience. A suitable combination of relevant education and experience may also be considered. Ability, to speak and write Inuktitut is a definite asset. Clear criminal record check is required.

Starting Salary is \$131,128.00 with an additional \$30,593.00 for Northern allowance and Housing allowance. Kivalliq Inuit Association offers a comprehensive benefits package including an employee pension plan, group insurance and vacation travel assistance. This position is located in Rankin Inlet, NU.

Housing is available for this position and allocation is based on needs

Beneficiaries of the Nunavut Land Claims Agreement will receive full consideration and priority.

OPEN UNTIL FILLED

PLEASE SUBMIT YOUR RÉSUMÉ TO DEPARTMENT OF HUMAN RESOURCES

Email: kivia@kivalliginuit.ca | Phone: Toll free 1-800-220-6581 or 867-645-5765

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Arviat

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Baker Lake

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Chesterfield
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Coral
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Rankin Inlet

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Whale Cove